



## King County

Department of Executive Services  
Records, Elections and Licensing Services Division

### Elections Section

King County Administration Building  
500 4<sup>th</sup> Avenue, Rm. 553  
Seattle, WA 98104-2337  
206-296-1565 Fax 206-296-0108 TTY 206-296-0109

February 7, 2005

TO: City/Town Clerks  
School District Superintendents  
Special Purpose District Commissioners

RE: Dates for Year 2005 Elections in King County

RCW 29A.04.321 requires that authorized special elections must be held on one of the following dates:

#### Election dates

February 8, 2005  
March 8, 2005  
April 26, 2005  
May 17, 2005  
September 20, 2005  
November 8, 2005

#### Last days for Resolutions/Ordinances calling for the Election to be submitted to the Elections Office are:

December 23, 2004  
January 21, 2005  
March 11, 2005  
April 1, 2005  
August 5, 2005  
September 23, 2005

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Jurisdictions may request that special elections held in the Spring of 2005, be conducted by mail ballot only (Vote-by-Mail) as provided in RCW 29A.48.020. Such a request should be included in the ordinance or resolution calling for the election. The Records, Elections and Licensing Services Director will inform the jurisdiction as to whether the request will be granted.

Voters' pamphlets for elections, other than the General Election, are NOT automatically produced. A voters' pamphlet must be specifically requested by the governing authority of the jurisdiction, by ordinance or resolution, and fully paid for by the jurisdiction. The request for a voters' pamphlet may be included in the ordinance or resolution calling for the special election or presented as a separate ordinance or resolution. The request should be made at least forty-five days prior to the election date.

SUBMISSION OF ORDINANCES/RESOLUTIONS

The following rules pertain to the presentation and acknowledgment of election ordinances and resolutions:

1. Ordinances and resolutions calling for special elections to be held on any of the dates indicated above must be received at least forty-five days prior to the indicated election date by the Elections Office, specifically directed to the Superintendent, King County Elections Office, King County Administration Building, 500 Fourth Avenue, Room 553, Seattle, 98104. **They should not be recorded or filed,** and must be physically received in the Elections Office by 4:30 p.m., on the dated indicated. **By State law, postmarks are not accepted.** **DO NOT** TAKE RESOLUTIONS OR ORDINANCES FOR THE PURPOSE OF SCHEDULING AN ELECTION TO THE RECORDER'S OFFICE ON THE THIRD FLOOR UNDER ANY CIRCUMSTANCES.
2. Upon presentation of a resolution or ordinance calling for a special election, the Elections staff will provide an acknowledgment of receipt, immediately if presented in person, or within two working days if received by mail.
3. Such resolutions and ordinances will be sent to the County Prosecuting Attorney's staff for a review for accuracy as to content and form. If the measure involves bonds or levies, or affects property taxes in any way, a copy will be sent to the County Assessor's staff for review. Upon successful completion of the reviews, the Director will publish and have sent to the submitting jurisdiction a formal order calling for the special election.

If an acknowledgment is not received in a timely manner or if the orders of elections are not received from this office prior to thirty-five days before the election, notify the Elections staff at (206) 296-1565.

BALLOT TITLES

Proposed ballot titles for each measure to be placed on the ballot should be contained within or attached to the ordinance/resolution calling for the election or may be included as part of an attachment.

The attorney for a city or town shall certify the ballot title for those jurisdictions. The County Prosecuting Attorney certifies ballot titles for all other jurisdictions.

Please note that RCW 29A.36.071 limits the number of words that can be used in a ballot title. The statute states that a proposition must not exceed seventy-five words. The ballot title to be used on the election ballot will be included in the formal order for the election.

If you have further questions, please contact me or my staff at (206) 296-1565.

Sincerely,

Bill Huennekens  
Superintendent of Elections

cc: Anne Noris, Clerk of the King County Council  
Lenora Blauman, Executive Director, WA St. Boundary Review Board for King County